



DEPARTMENT OF HUMAN RESOURCES

SMALL PROCUREMENT SOLICITATION NOTICE

BIDS ARE BEING ACCEPTED FOR THE FOLLOWING:

Baltimore County Office of Child Support Enforcement
STATE ADMINISTRATION



DHR SOLICITATION NUMBER: CSEA/BCOSE/16-001-S

DESCRIPTION: Armored Car Service

SUMMARY STATEMENT: The Baltimore County Office of Child Support Enforcement (BCOCSE) intends to acquire the services of armored car/truck service for pick-up and delivery of daily bank deposits for the Office. The Contract will be for a two year period beginning July 1, 2015 through June 30, 2017. Only one award will be made as a result of this solicitation.

REQUIREMENTS: Daily pick-up (Monday through Friday, excluding State holidays) between the hours of 9:00 am and 10:00 am to assure deposit in the bank before 2:00pm. *BCOCSE is required to deposit all funds received the day they are receipted.* A list of State holidays can be found at: <http://dbm.maryland.gov/pages/default.aspx> and click on "State Holidays and Service Reduction Days".

ADDITIONAL INFORMATION: Bidders shall have at least three years experience in providing armored car services for the transport of bank deposits. Bidders shall also provide insurance coverage for average daily liability for approximately \$10,000 cash and \$25,000 for reconstructable checks.

USER AGENCY: Baltimore County Office of Child Support Enforcement

BIDS DUE: 12:00 PM; Monday, June 8, 2015

BASIS FOR AWARD: A single Contract will be awarded to the responsible Bidder whose Bid meets the specifications set forth in this Solicitation, and provides the Most Favorable Bid Price.

VENDORS INTERESTED IN SUBMITTING A PROPOSAL ON THE ABOVE LISTED PROJECT SHOULD DIRECT INQUIRES TO:

Amy Urbanik, Procurement Officer
Baltimore County Office of Child Support Enforcement
100 West Ridgely Road, Suite 200
Lutherville, Maryland 21093
(410) 561-3740/Office
(410) 561-1413/Fax
Amy.Urbanik@Maryland.gov

Solicitation documents are available on eMaryland Marketplace at <https://emaryland.buyspeed.com/bsol/> under Solicitation # MDN0031020997.

Minority Business Enterprises and Small Business Reserves are strongly encouraged to respond to this solicitation.